



DRAFT

**ARTS, CULTURE AND HISTORIC
PRESERVATION COMMISSION**

Minutes

1. Call to Order

The meeting was called to order at 8:32 a.m. by Chairwoman Elle Susnis, presiding in the City Hall Council Chambers at 1123 W. Lake St., Sandpoint, Idaho.

2. Roll Call

In addition to Chairwoman Susnis, Commissioners Hannah Combs, Katelyn Shook, Mike Lithgow, Rick Decker, and Woody Sherwood, were present at roll call. Keely Gray arrived at 8:38am. Commissioners Barry Burgess and Karin Wedemeyer were absent.

3. Meeting Minutes Approval

Item Number:	3A	October 10, 2023, Meeting Minutes approved
--------------	----	--

Motion to approve the October 10, 2023, Meeting Minutes, as presented.

Result:	Passed
Moved by:	Decker
Seconded by:	Shook
Voted Yes:	Combs, Decker, Lithgow, Shook, Susnis, and Sherwood
Voted No:	
Abstained:	
Absent:	Burgess and Wedemeyer. (Gray had not arrived yet.)

4. Financial Report

Ms. Upton shared the monthly financial report for the Sandpoint Urban Renewal Agency (SURA). The totals reflected were through October 31, 2023. Art Funds: Downtown budget is \$165,833.31 and the Northern budget is \$91,388.58, Silver Box Project: Advanced to date \$14,840.22 Remaining Balance: \$5,159.78. Information only; no Commission action.

5. Old Business

Item Number:	5A	Arts Team Update
--------------	----	------------------

Ms. Upton gave an update on the prioritized tasks identified by the arts team during their last meeting. The Arts team meets twice a month and is comprised of Commissioner Susnis, Shook, Gray, and Wedemeyer.

Item Number:	5B	Silver Box Program
--------------	----	--------------------

Ms. Upton informed Commissioners that information labels about the Silver Box artists and their work have been installed on each pedestal.

Item Number:	5C	Community Driven Art Opportunity: Painting Plows
--------------	----	--

Ms. Upton shared that the project to paint two City of Sandpoint snowplows has been placed on hold until next Spring. The images have been chosen and Creations will be partnering to coordinate artists. The Paint Bucket will be sponsoring the project with paint donations.

Item Number:	5D	Stories and S'mores: Parks and Recreation Program Update
--------------	----	--

Ms. Upton introduced a new, free, Parks and Recreation program called Stories and S'mores. Parks and Rec is partnering with the museum and the library who will be coordinating local authors for a monthly storytelling event, offered in the evening, at different City parks. Fire and S'mores will be provided by Parks and Rec. The public is invited, and no pre-registration is required. The first event will take place at Hickory Park on Friday, November 17th, 2023, and will feature local author, Sandy Compton.

Item Number:	5E	Downtown Waterfront Competition and City Comprehensive Plan
--------------	----	---

Ms. Upton gave an update on the Downtown Waterfront Design Competition and reminded the Commission that GGLO-Bernardo Wills will present the revised final competition report to the City Council during the November 15, 2023, Council meeting.

Item Number:	5F	Historic Preservation Team
--------------	----	----------------------------

Ms. Upton shared the recently completed ClearGov page for [Historic Preservation](#). The page can be accessed through the Planning and Zoning pages of the city website.

Item Number:	5G	Historic Preservation Pattern Book: Presentation of the Bungalow Pattern Book
--------------	----	---

Ms. Upton informed the Commission that the [Historic Residential Pattern Book for the Bungalow](#) has been added to the Planning and Zoning pages of the city website. Next steps are creation of style guides.

Item Number:	5H	Placemaking Opportunity
--------------	----	-------------------------

The adopted Little Sand Creek Watershed Management Rec Plan contains placemaking opportunities which support wayfinding. The City of Sandpoint Parks Planning and Development Manager, Maeve Nevins-Lavtar asked Ms. Upton to support this endeavor by holding a workshop to begin identifying trail names. Commissioners from the ACHP Culture Team: Combs, Decker, and Lithgow volunteered to participate in the workshop.

Item Number:	5I	Heritage Trees Discussion
--------------	----	---------------------------

Ms. Upton presented the opportunity to help define Heritage Trees to support City staff in code development and future projects.

6. General Announcements/Comments

Item Number:	6A	Around the Room Commission and Staff General Announcements and Comments
--------------	----	---

Commissioner Gray shared an invitation to celebrate the retirement of Bonner General Hospital employee Sheryl Rickard, at the Heartwood Center, Friday, Nov 17 from 4-7pm. Commissioner Shook shared that her band, "Shook Twins," will be performing at the Panida on November 25th and tickets are still available online. She also shared that the Panida Theatre has hired Robb Talbott as their Executive Director. Ms. Upton shared on behalf of Commissioner Combs, that the new museum exhibit is open and encouraged all to check it out.

7. Adjourn

With no further business on the agenda, the meeting was adjourned at 9:54 a.m.

I presided over this meeting and can confirm that these minutes, prepared by the Commission Clerk, were approved by the Commission on _____.

Elle Susnis, Chairwoman

Attest: _____
Kami Omodt, Commission Clerk